PHA Plans

Streamlined Annual Version

U.S. Department of Housing and Urban Development Office of Public and Indian

Office of Public and Indian Housing

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan for Fiscal Year: 2004

PHA Name:

Village of Kaser Section 8 Program

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

form **HUD-50075-SA** (4/30/2003)

Streamlined Annual PHA Plan Agency Identification

]]	A Programs Administere Public Housing and Section 8 ber of public housing units:	d: Section Number of S		Housing Only ablic housing units:	
_]]	PHA Consortia: (check box	if submitti	ng a joint PHA Plan a	nd complete table	e)
	Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
	Participating PHA 1:				
	Participating PHA 2:				
	Participating PHA 3:				
	ormation regarding any activitation tapply) PHA's main administrative		_	ent management of	
he nd	splay Locations For PHA: PHA Plan revised policies or prinspection. Experimental Yes The Phase of the Phase	rogram char No. of the PHA nent offices	nges (including attachm	nents) are available	e for public rev

Streamlined Annual PHA Plan Fiscal Year 2004

[24 CFR Part 903.12(c)]

iii. Table of Contents

[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

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B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

Executive Summary

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Village of Kaser Section 8 Program has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which participants in the tenant-based assistance program and other members of the public may locate basic Section 8 Program policies, rules and requirements related to the operations, programs and services of the program.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Section 8 Administrative Plan is the primary policy on display. This important document covers the Section 8 program responsibility to owners/landlords, grievance procedures, HQS guidelines, annual recertification requirements, etc.

The most important challenges to be met by the Village of Kaser Section 8 Program during FY 2004 nclude:

- Involving the Section 8 participants through the Annual Plan Resident Advisory Board.
- Training staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our participants and the community; and
- Provide voucher mobility counseling to new and current program participants.

In closing, this Annual PHA Plan exemplifies the commitment of the Village of Kaser Section 8 program to meet the housing needs of the full range of low-income residents. The Village of Kaser Section 8 program, in partnership with agencies from all levels of government, the business community, non-profit community groups, and participants will use this plan as a road map to reach the "higher quality of life" destination for the Village of Kaser and Rockland County.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)

Not Applicable – Section 8 Only

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? *No* If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2.	What is the number of site based waiting list developments to which families may apply at one time?
3.	How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.	Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year Not Applicable

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes	No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
	If yes, how many lists?
3.	No: May families be on more than one list simultaneously
J. [168 [
	If yes, how many lists?
	nterested persons obtain more information about and sign up to be on the site-based (select all that apply)?
	A main administrative office
=	PHA development management offices
	•
	anagement offices at developments with site-based waiting lists
	the development to which they would like to apply
U Oth	ner (list below)
2. Capital Imp	provement Needs - Not applicable to Section 8 only program
[24 CFR Part 903.	
=	ion 8 only PHAs are not required to complete this component.
Exemptions. Sect	ion o only 111118 are not required to complete and component.
	ı n
A. Capital Fu	and Program
1.	
	year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables).
	If no, skip to B.
	•
2. Yes No	o: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to
	finance capital improvements? If so, the PHA must identify in its annual and 5-year
	capital plans the development(s) where such improvements will be made and show
	both how the proceeds of the financing will be used and the amount of the annual
	payments required to service the debt. (Note that separate HUD approval is
	required for such financing activities.).
B. HOPE VI	and Public Housing Development and Replacement Activities (Non-Capital Fund)
Not Applic	
* *	PHAs administering public housing. Identify any approved HOPE VI and/or public
	ent or replacement activities not described in the Capital Fund Program Annual
Statement.	
1.	o: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes,
	provide responses to the items on the chart located on the next page, copying and
	completing as many times as necessary).
	• • • • • • • • • • • • • • • • • • • •
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	form HUD-50075-SA (04/30/2003)

1. Status of HOPE VI revitalization grant(s):

	HOPE VI Revitalization Grant Status
a. Development Nam	
b. Development Num	lber:
Revitalizat Revitalizat	ion Plan under development ion Plan submitted, pending approval ion Plan approved oursuant to an approved Revitalization Plan underway
3.	Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name(s) below:
4.	Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5. Yes No:	Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:
	ant Based AssistanceSection 8(y) Homeownership Program FR Part 903.12(c), 903.7(k)(1)(i)] Not Applicable
1. Yes No:	Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)
2. Program Descripti	ion:
a. Size of Program Yes No:	Will the PHA limit the number of families participating in the Section 8 homeownership option?
	If the answer to the question above was yes, what is the maximum number of participants this fiscal year?
b. PHA-established of Yes No:	Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria:
	7

c. What actions will the PHA undertake to implement the program this year (list)?
3. Capacity of the PHA to Administer a Section 8 Homeownership Program:
The PHA has demonstrated its capacity to administer the program by (select all that apply): Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources. Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below): Demonstrating that it has other relevant experience (list experience below):
4. Use of the Project-Based Voucher Program
Intent to Use Project-Based Assistance
Yes No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.
1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:
low utilization rate for vouchers due to lack of suitable rental units access to neighborhoods outside of high poverty areas other (describe below:)
2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction: (provide name here) *Rockland County, NY*

commitments: (describe below)

[24 CFR Part 903.15]

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For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with t	he Consolidated
Plan for the jurisdiction: (select all that apply)	

\boxtimes	The PHA has based its statement of needs of families on its waiting lists on the needs expressed in
	the Consolidated Plan/s.
\boxtimes	The PHA has participated in any consultation process organized and offered by the Consolidated
	Plan agency in the development of the Consolidated Plan.
	The PHA has consulted with the Consolidated Plan agency during the development of this PHA
	Plan.
\boxtimes	Activities to be undertaken by the PHA in the coming year are consistent with the initiatives
	contained in the Consolidated Plan. (list below)
	Expand the Housing Voucher Program
	Other: (list below)
3.	The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and

- Housing rehabilitation assistance for extremely low-income, low and moderate-income households. Activities will be undertaken consortium-wide to maintain existing stock.
- Provision of housing and support services for others with special needs. Rockland County will continue to provide assistance to senior citizens and other special needs populations through a range of CDBG public service activities.

<u>6. Supporting Documents Available for Review for Streamlined Annual PHA Plans</u> PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review Applicable Supporting Document Related Plan Component				
Applicable & On	Supporting Document	Keiateu Fian Component		
Display				
N/A	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;	5 Yearand Annual Plans		
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan	Streamlined Annual Plans		
NA	Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.	5 Year and standard Annual Plans		
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans		
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs		
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources		
N/A	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies		
N/A	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies		
N/A	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies		
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies		
N/A	Public housing rent determination policies, including the method for setting public housing flat rents. Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination		
N/A	Schedule of flat rents offered at each public housing development. Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination		
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination		
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance		
NA	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations		
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) Not applicable this plan year.	Annual Plan: Operations and Maintenance and Community Service & Self- Sufficiency		

List of Supporting Documents Available for Review				
Applicable & On Display	Supporting Document	Related Plan Component		
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations		
X	Any policies governing any Section 8 special housing types ☑ Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance		
N/A	Public housing grievance procedures Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures		
X	Section 8 informal review and hearing procedures. Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures		
N/A	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs		
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs		
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs		
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs		
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition		
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing		
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing		
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing		
N/A	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership		
N/A	Policies governing any Section 8 Homeownership program (Sectionof the Section 8 Administrative Plan)	Annual Plan: Homeownership		
N/A	Public Housing Community Service Policy/Programs Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency		
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency		
N/A	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency		
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency		
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency		
N/A	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy		
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit		
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)		

N/A	Consortium agreement(s) and for Consortium Joint PHA Plans Only:	Joint Annual PHA Plan for
	Certification that consortium agreement is in compliance with 24 CFR Part 943	Consortia: Agency
	pursuant to an opinion of counsel on file and available for inspection.	Identification and Annual
		Management and Operations

Not applicable – Section 8 only

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary								
PHA Name:	Gr	ant Type and Number	•		Federal FY			
		apital Fund Program Gra			of Grant:			
		eplacement Housing Fac						
	nent Reserve for Disasters/ Emergencies Revise							
		ormance and Evalua		1				
Line No.	Summary by Development Account		nated Cost	Total Act				
		Original	Revised	Obligated	Expended			
1	Total non-CFP Funds							
2	1406 Operations							
3	1408 Management Improvements							
4	1410 Administration							
5	1411 Audit							
6	1415 Liquidated Damages							
7	1430 Fees and Costs							
8	1440 Site Acquisition							
9	1450 Site Improvement							
10	1460 Dwelling Structures							
11	1465.1 Dwelling Equipment—Nonexpendable							
12	1470 Nondwelling Structures							
13	1475 Nondwelling Equipment							
14	1485 Demolition							
15	1490 Replacement Reserve							
16	1492 Moving to Work Demonstration							
17	1495.1 Relocation Costs							
18	1499 Development Activities							
19	1501 Collaterization or Debt Service							
20	1502 Contingency							
21	Amount of Annual Grant: (sum of lines 2 – 20)							
22	Amount of line 21 Related to LBP Activities							
23	Amount of line 21 Related to Section 504							
	compliance							
24	Amount of line 21 Related to Security – Soft Costs							

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary								
PHA Name: Grant Type and Number Capital Fund Program Grant No:					Federal FY of Grant:			
		Replacement Housing Fa						
	nent Reserve for Disasters/ Emergencies Rev				·			
Performance and Evalu	nation Report for Period Ending:	erformance and Evalu	ation Report					
Line No.	Summary by Development Account	Total Estin	mated Cost	Total Ac	tual Cost			
		Original	Revised	Obligated	Expended			
25	Amount of Line 21 Related to Security – Hard							
	Costs							
26	Amount of line 21 Related to Energy Conservation	ı						
	Measures							

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part II: Supporting Pages Not applicable – Section 8 only

Tartin. Sup	porting rages Not applie							
PHA Name:		Grant Type an Capital Fund Pr Replacement H	d Number rogram Grant No: ousing Factor Gra	ant No:		Federal FY of Gran	nt:	
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	ption of Dev. Acct Qua				Total Actual Cost		Status of Work
				Original	Revised	Funds	Funds	
						Obligated	Expended	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule Not applicable – Section 8 only

PHA Name:	Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:						Federal FY of Grant:
Development Number	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
Name/HA-Wide Activities	(Quarter Ending Date)			(Quarter Ending Date)			
	Original	Revised	Actual	Original Revised Actual			

Not applicable – Section 8 only

Capital Fund Program Five-Year Action Plan							
Part I: Summar							
	•			☐ Original 5-Year Plan☐ Revision No:			
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2	Work Statement for Year 3	Work Statement for Year 4	Work Statement for Year 5		
		FFY Grant: 2005 PHA FY: 2005	FFY Grant: 2006 PHA FY: 2006	FFY Grant: 2007 PHA FY: 2007	FFY Grant: 2008 PHA FY: 2008		
	Annual Statement						
CFP Funds Listed for 5-year planning							
Replacement Housing Factor Funds							

Capital Fund Program Five-Year Action Plan Not applicable – Section 8 only									
Part II: Supporting Pages—Work Activities									
Activities	Act	tivities for Year : 2	_	Activities for Year: 3					
for		FFY Grant: 2005			FFY Grant: 2006				
Year 1		PHA FY: 2005			PHA FY: 2006				
	Development	Major Work	Estimated Cost	Development	Major Work	Estimated			
	Name/Number	Categories		Name/Number	Categories	Cost			
See									
Annual									
Statement									
	Total CFP Estimated Cost								

Capital Fund Program Five-Year Action Plan Not applicable – Section 8 only									
Part II: Supporting Pages—Work Activities									
Ac	tivities for Year: 4		A	ctivities for Year:	5_				
	FFY Grant: 2007			FFY Grant: 2008					
	PHA FY: 2007			PHA FY: 2008					
Development	Major Work	Estimated Cost	Development	Major Work	Estimated Cost				
Name/Number	Categories		Name/Number	Categories					
Total CFP Est	Total CFP Estimated Cost								